**Minutes of the ordinary Council Meeting of Atworth Parish Council held on Wednesday 17th May 2023 at 7:00pm in the village hall.**

**Present:** Cllr Palmer (chair), Cllrs Davies, Green, and Telling
**In attendance:** Georgina Berry & Martin Kyte – Parish Clerks, Tracey King – Communications & Project Manager, Trevor Carbin - Wiltshire councillor, 2 members of the public

**Public Participation:**

*In line with the councils Standing Orders Public speaking time is restricted to 15 minutes.*

*Council was addressed by former Council Chairman David Webb who congratulated the Parish Council on the publication of the Atworth Village Magazine and the Coronation light display on the Clocktower. Philip Addis updated the council with the latest position with reference to the Whistle Mead solar farm planning application.*

1/23 **Election of Council Chair:**
Council unanimously agreed to endorse the offer by current Chair Cllr Roberts to continue in the role. Cllr Roberts was absent from the meeting and the declaration of acceptance will be signed and witnessed at the next meeting.

2/23 **Election of Council Vice Chair:**
Council unanimously agreed to endorse current Vice Chair Cllr Palmer to continue in the role. The declaration of acceptance was signed and witnessed.

3/23 **Apologies and vacancies:**
Apologies were accepted from Cllr Roberts.

4/23 **Declarations of Pecuniary and Non-Pecuniary Interests:** none declared.

5/23 **Dispensations:** No requests received.

6/23 **Exclusion of the press and Public:**
There were no matters which would require exclusion

7/23. Council Committees, working parties, and representatives:
Council discussed possibility of initiating further committees or working groups to aid timely decision making. It was decided that a Finance Working Group would not be practicable at this point but would investigate the possibility of setting up a Communications & Projects Working Group.

8/23 Council asset register:
Desktop review carried out but council noted that a physical verification and review of asset valuations was needed to provide further assurance.

9/23 General Power of Competence:
The council noted it wasn't eligible for GPC this year but would revisit it when the clerk was qualified and after the next election.

10/23 Dates and times of ordinary meetings:
Proposed dates have been published on the Council website and were agreed. It was noted that future dates may change.

11/23 Wiltshire Councillor Update:
Cllr Carbin reported that he was looking at the Fly Tipping issue with regard to the lay-by on the entrance to the village on the Melksham side and was looking at suitable flyers, signage and deterrents.

**PREVIOUS MEETING**

12/23 **Previous meeting minutes:**
***Resolved:*** *The minutes of the April 19th 2023, Ordinary Council meeting were formally, unanimously, approved by the council were signed by the vice chair as a correct record.*

**PLANNING**

13/23 **New Applications:**
No new applications received. Cllr Palmer updated on the Whistlemead Solar Farm application and Council decided to lodge an initial objection citing the community impact and the disproportionate share the local area was taking in respect of solar energy.

14/23 **Wiltshire Council Decisions:**
Council noted decisions made by WC in relation to Stonar School as below:

| | |
|---|---|
| **Application Ref** | **PL/2023/01548 -** Full Planning Permission |
| **Address:** | STONAR SCHOOL, COOMBE LANE, ATWORTH, MELKSHAM, SN12 8NT |
| **Proposal:** | Construction of a new modular building which will provide a new DT workshop. |
| **Applicant Name:** | Stonar School **Case Officer:** Russell Brown |
| **Decision Date:** | 19-04-2023 **Decision:** Approve with Conditions |
| **Application Link:** | https://development.wiltshire.gov.uk/pr/s/planning-application/a0i3z000019r225 |

| | |
|---|---|
| **Application Ref** | **PL/2023/01823 -** Works to a Listed Building |
| **Address:** | STONAR SCHOOL, COOMBE LANE, ATWORTH, MELKSHAM, SN12 8NT |
| **Proposal:** | Construction of a new modular building which will provide a new DT workshop. |
| **Applicant Name:** | Stonar School **Case Officer:** Russell Brown |
| **Decision Date:** | 19-04-2023 **Decision:** Approve with Conditions |
| **Application Link:** | https://development.wiltshire.gov.uk/pr/s/planning-application/a0i3z000019rZpS |

15/23 Solar Farm/Community Benefit:
Cllr Palmer updated the Council that work on the Studley Lane Solar farm would commence in 2024, finishing sometime in 2025. Community Benefit was still being negotiated.

FINANCE

16/23 **Annual Accounts:**
Approval was deferred until next meeting as work was still ongoing.

17/23 **Annual Governance and Accountability Report Section 1:**

Approval was deferred until next meeting as work was still ongoing.

18/23 **Annual Governance and Accountability Report Section 2:**

Approval was deferred until next meeting as work was still ongoing.

19/23 **Internal Audit:**
Review of the actions arising from the audit report was deferred until next meeting to align with discussion needed for the accounts and AGAR.

20/23 **(a) Invoices:**
The following invoices were agreed for payment:

| Authority | Payee | Description | Net | VAT | Gross |
|---|---|---|---|---|---|
| LGA 1972 s 112(2) | G Berry | May invoice | £600.00 | - | £600.00 |
| LGA 1972 s.112(2) | G Berry | Feb to May Overtime | £875.00 | - | £875.00 |
| | Wilts Council | Business Rates for Village Hall | £48.64 | - | £48.64 |
| | Wilts Council | Business Rates for Rec Ground | £40.96 | - | £40.96 |
| | ID Verde | Grass cutting at the Recreation ground | £354.73 | £70.95 | £425.68 |
| | History Group | Contribution to Preservation | £500.00 | - | £500.00 |

It was noted that the donation to the History Group would not be as a contribution to the new door but a generic contribution for the preservation of artifacts that formed part of Atworth's history. A donation specifically for a new door would be deemed improper as this could be seen as contributing to the benefit of a private asset as the premises are leased.

Cllr Telling raised the issue of poor quality grass cutting at the Rec and throughout Village. **Action: Parish Clerk to talk to Richard Clark and obtain further quote.**

**(b) Bank Balances:**

The following Bank Balances as at 30th April 2023 were noted:

| | |
|---|---|
| Lloyds | £17,452.17 |
| Unity | £31,511.14 |

**(c) Closure of Lloyds Bank Account:**

**Resolved** - Council agreed to the closure of the account and transfer of balances to Unity account.

**(d) Laptop:**

**Resolved –** Council agreed to purchase new laptop.

(e) CiLCA Payments:

**Resolved –** Council agreed to fund study and training costs.

(f) SLCC Membership:

**Resolved –** Council agreed to fund membership for Parish Clerk.

(g) Web Address:

**Resolved –** Council agreed to adopt the domain (suffix) of atworthparishcouncil.gov.uk for all council business.

21/23 Grant Award Policy:

**Resolved –** Draft policy approved.

22/23 APM Refreshments:

**Resolved –** Council agreed to fund at a not to exceed cost of £60.

VILLAGE MAINTENANCE

23/23 Defibrillator:

**Resolved** – Council agreed to purchase two signs at a not to exceed cost of £100.

24/23 Fly Tipping:

Cllr Carbin would take this forward and a decision was deferred until next meeting.

25/23 Dog Waste:

(a) **Resolved** – Council agreed not to purchase signage
(b) **Resolved** – Council agreed not to purchase additional bins.
(c) **Resolved** – Council agreed not to provide dog waste bags but a note/request to dog owners would be published in the village magazine.

26/23 Litter Bins:

**Resolved** – decision made not to install new bins as Wiltshire Council are unable to empty them.

27/23 Village Inspections:

Council agreed to share and allocate inspections by means of a rota once per month.

28/23 Boundary Walk:

Council agreed that this was a good idea but timing still needed to be resolved.

29/23 Village Planters:

Council agreed to obtain a quote from Superior Plants to empty and re-plant existing Planters at a not to exceed cost of £200.

30/23 Village caretaker:

Cllr Davies had drawn up a list of tasks and priorities were decided such that Cllr Davies would arrange a meeting with John Day and kick start work needed.

31/23 Parish Steward:

It was noted that focus was grass cutting at this time of year but gulley cleaning was a priority. The latest Steward Programme was yet to be forwarded at this point.

32/23 Safety bars at end of Godwins Close:

Cllr Carbin would ask Wiltshire Council to look at this job. In the interim it was suggested that this could be a priority for the Village Caretaker.

HIGHWAYS

33/23 **LHFIG (Local Highway and Footway Improvement Group):**

Council noted the schemes relevant to the village.

34/23 Monthly report:
Nothing to Note.

YOUTH CLUB

35/23 Youth Club building security:
Council noted recent attempted break in.

36/23 Monthly report:
Nothing to Note.

ADMINISTRATIVE

37/23 **Post Box:**
**Resolved –** Council agreed to purchase and install a Post Box at the Village Hall.

38/23 Newsletter:
Positive reviews had been given by parishioners and the new format was welcomed.

39/23 Items for future meetings:
No items were noted for future meetings other than those deferred from this meeting.

40/23 Correspondence:

Council noted correspondence received.

41/23 **Date of next meeting:**
a. Wednesday 21st June 2023 at 7pm – Ordinary Council meeting – to be held in the village hall.

With no further business the meeting closed at 21.00.